

LICENSING & ENDORSEMENT

STATEMENT OF PURPOSE:

The Vermont Department of Education grants endorsements of school nurse or associate school nurse status to qualified Registered Nurses.

AUTHORIZATION/LEGAL REFERENCE:

16 V.S.A. Chapter 51 – Examination and licensing of teachers

<http://www.leg.state.vt.us/statutes/sections.cfm?Title=16&Chapter=051>

26 V.S.A. Chapter 28 § 1571 and § 1584 - Nurse Practice Act

<http://www.leg.state.vt.us/statutes/sections.cfm?Title=26&Chapter=028>

School Nurse and Associate School Nurse Licensing Regulation 5440-65 and 65A

http://education.vermont.gov/new/pdfdoc/pgm_prostandards/vsbpe/rules/5440_endorsements/teacher_associate_school_nurse_0608.pdf

REQUIRED SCHOOL NURSE ROLES:

- Maintain current Vermont Registered Nurse license.
- Maintain current Vermont Department of Education endorsement.
- Develop and maintain an Individual Professional Development Plan (IPDP) according to the local professional standards board.

RESOURCES:

Vermont Department of Education, Licensing

<http://education.vermont.gov/new/html/maincert.html>

Vermont State Board of Nursing – <http://vtprofessionals.org/opr1/nurses/>

The Praxis Series: Teacher Licensure and Certification

<http://www.ets.org/portal/site/ets/menuitem.fab2360b1645a1de9b3a0779f1751509/?vgnextoid=48c05ee3d74f4010VgnVCM10000022f95190RCRD&WT.ac=Praxis+Brochure+and+Front+Door>

Sample Policies, procedures, forms;

School Nurse Licensing information sheet

Vermont Standards of Practice; School Health Services



School Nurse Licensing Information Sheet

Process to determine eligibility to determine if eligible to apply for a VT Level I license

1. Request a transcript review that includes:
 - A. transcript review work sheet
 - B. resume showing the required years of clinical experience
 - C. official transcript(s) sealed envelope directly from institution
 - D. copies of current VT RN license, CPR and first aid card
 - E. School Nurse Orientation Certificates
 - F. \$40.00 fee

Process to apply for the actual Level I VT license

2. When approved to apply by submitting the initial application
 - A. Apply for Initial VT Educator License (Do not need to submit redundant material)
 - B. \$160.00 fee
 - C. Criminal Record Check material /or report released from VT Supervisory Union
 - D. Praxis I/ or one of the approved alternative test scores to Praxis I
Praxis I Test codes (Reading) 0710 or 5710, (Writing) 0720 or 5720, and (Math) 730 or 5730

Approved Alternate Test Scores

SAT - taken prior to 4/1/95 verbal 420, math 470, meet combined score of 1000

SAT - taken after 4/1/95 verbal 500, math 500, meet combined score of 1100 scores

ACT - English 22, Math 22

GRE - scores -verbal 500, math 500, meet combined score of 1100

- I. Exemptions to Praxis
 - A. If you currently hold a Level I or Level II Educator license in VT in another area.

Licensing

Section 20

Updated 4/7/2010 Approved by Joint SHC 5/17/2010

II. If you do not qualify to apply for initial VT Licensure -to work in Vermont schools you must be under a temporary provisional license

A. Temporary, one time only, is gap measure license until you can meet the requirements for Level I Educator's license

B. Initiated (Step 1) by hiring district

C. Once Step 1 is approved; office will send "Step 2" out

1. The Step 2 Provisional App looks a lot like the initial application paperwork but states Provisional App across the top

2. \$120.00 fee

3. Need copies of transcripts

4. If transcript review has occurred or 1 initial application pending, no need to send further documentation, can make copies of pending material.

III. Other Info

A. How the fees work

1. \$40.00 for any processing any type of license

2. \$40.00 l per year for any licensure

3. Level I license = \$40 process + \$40/year for 3 years of licensure = \$160

4. Provisional license -\$40 process + \$40/ year for 2 years = \$120

5. If you have an initial license pending and you need to be on a provisional, you may use fee paid for the Level I license -remember when you would qualify for the Level I license the three year fee would need to be paid.

a. You can pay the \$40 processing fee

b. If you aren't licensed with a Level I by January 1, you will need to pay the balance of your provisional license = \$80.

6. If you have a provisional and you are ready to apply for Level I license, you have paid for 2 year of licensure.

a. Before January 1 of the first year of your provisional license, you've already paid for 2 years of licensure so that the balance for your Level I = \$80

Vermont Standards of Practice; School Health Services



This document may not be altered in any way

IV. Must apply for level II license at expiration of level I.

*To apply for Vermont licensure in the area of Associate School Nurse or School Nurse, the first step would be to apply for an academic review of documentation through the transcript review process. You would be required to submit the completed Transcript Review-I Application request, Transcript Review fee of \$40.00, Transcript Review Worksheet for school nurse, official transcripts, copy VT RN license, School Nurse Orientation Certificate.

If you have had this review already conducted and you have completed the requirements in your determination letter, your next step is as follows: You can apply for initial Vermont licensure in the endorsement area of your determination letter; either Assoc School Nurse or School Nurse via the initial application packet. As part of the initial licensure packet you will be required to submit passing test scores, for example, one test is the Praxis 1 Academic Skills Assessment, or one of the alternative acceptable test which are, SAT, ACT or GRE scores that meet Vermont required scores.